

Coleshill Counselling Service Application for CPCAB TC-L4

Qualifications that change lives 

CPCAB Level 4 Diploma (2024-2025) in Therapeutic Counselling (Person Centred) TC-L4 - Year 1. Start Date: September 2024 (Date TBC)

This qualification is intended for candidates aged 19 or over who want to train to become a counsellor working in a counselling service agency. Successful completion of this course means that the trainees will be able to provide a therapeutic counselling service within the context of an agency's service framework.

Candidates *must have* completed both CPCAB's *Level 2 Certificate in Counselling Skills* (CSK-L2) and CPCAB's *Level 3 Certificate in Counselling Studies* (CST-L3), or RPL (prior learning) equivalent. Evidence of this will be required along with reference from Level 3 tutor.

Progression from year 1 to year 2 is not automatic and will be assessed by tutorials throughout the year.

The following areas are considered important in selecting applicants for the programme. You may want to think about these before attending interview:

- ✓ Reasons for training beyond just personal development
- ✓ Provision of appropriate references
- ✓ Academically & emotionally able to cope with this level of training.
- ✓ Ability and willingness to work with difference and diversity.
- ✓ Personal qualities, imagination, intuition, openness, and ability to benefit from self-development.
- ✓ Ability to form a therapeutic relationship.
- ✓ Self-awareness, insight, honesty and the ability to make links.
- ✓ Emotional stability and mental "health"
- ✓ Ability to challenge and be challenged.
- ✓ Ability to respond sensitively and empathically to others.
- ✓ Capability to begin working with clients within an agency setting.
- ✓ Clear effort in actively seeking appropriate placement and intention to begin work with clients during year 1 of the programme once assessed as ready to do so.

Please provide outline and discuss with tutor at interview.

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Candidates Name:

Date of birth:

Gender:

Address:

Post Code	
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Contact Numbers:

Email address:

Any additional learning needs such as dyslexia or Irlen Syndrome / Dyslexia:

Learning Difficulty and/or Disability Codes

1	Has a learning difficulty and/or disability
2	Does not have a learning difficulty and/or disability
3	No information provided by candidate

Circle a number above – if Yes then please elaborate.

Unique Learner Number:	
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To be completed by admin team

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Code	Cultural Origin
01	White-British
02	White-Irish
03	Other white background
04	Mixed white and black Caribbean (British or otherwise)
05	Mixed white and black African (British or otherwise)
06	Mixed white and Asian (British or otherwise)
07	Other mixed background (British or otherwise)
08	Indian (British or otherwise)
09	Pakistani (British or otherwise)
10	Bangladeshi (British or otherwise)
11	Other Asian background (British or otherwise)
12	Black-Caribbean (British or otherwise)
13	Black-African (British or otherwise)
14	Black Other (British or otherwise)
15	Chinese (British or otherwise)
16	Other (British or otherwise)
17	No Information Given

Circle a number above.

Any medical conditions including heart complaints, epilepsy, and asthma: Discuss with Tutor.

Please provide details of emergency contact and GP/ any medication needs. Discuss with Tutor.

Have you ever experienced any common mental health problems such as depression or anxiety - this would /does not necessarily count as a disadvantage although this course is not suitable for anyone currently experiencing ongoing or complex mental health problems – discuss with Tutor.

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Entry Requirements

The interview will include information about the course requirements, followed by a group exercise. Each candidate will then have an individual interview with course tutors.

Candidates will then be contacted individually or advised there and then whether they have been offered a place.

(This will be dependent on successful completion of Level 3 and strong references)

Course start date: September 2024 (Date – TBC)

There is a payment plan option – can be discussed at interview on request.

To secure your place a £200 non-refundable deposit needs be paid as soon possible.

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Name of college where level 3 training completed (copy of certificate will be required)

Title of Course:

Name of Awarding Body

Theoretical Model studied, e.g. Person Centred, Integrative

Name and contact details of Level 3 tutor who is offering a reference supporting your progression to Diploma level training. *(Please make sure that you have met with your tutor and that they support your application before applying.)*

Name of college where Level 2 training completed (copy of certificate will be required)

Title of Course:

Name of Awarding Body

For applicants who have not completed previous CPCAB courses please give details of Counselling courses including;

Level studied, e.g. Level 2 or Level 3

Which theoretical model was studied: e.g., Person Centred, CBT, Psychodynamic, Integrative (If you have not studied Person Centred theory at Level 3 please make tutors aware of this in good time so that they can offer guidance about additional study which may be required).

How many hours (GLH) per week you studied (Guided learning hours)?

On-Line – which platform did you use?

How many GLH via On-line?

How many weeks the course lasted.?

Awarding body (this will be on your certificate)

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If you still have your course handbook this may contain much of the information required above.

Experience

Details of using counselling skills or one to one helping (whether paid or voluntary)

Details of any other relevant experience or training

Give your reasons for wanting to become a counsellor.

Have you recently experienced any significant life changes, for example: bereavement or relationship/marriage breakdown, significant health diagnosis etc.

Have you had any criminal convictions at any time? (They do not necessarily count as a disadvantage) however you will be required to undertake a DBS check as part of your placement work with an agency, and previous convictions could potentially result in difficulty obtaining a suitable placement. ***Please discuss this with the tutor at interview if you have any concerns. Failure to disclose this at the point of interview will jeopardise your place on the course.***

The course requires that you complete at least 120 hours of supervised client work as a trainee counsellor, within an agency setting approved by course tutors. Have you made any enquiries or taken steps to secure a possible placement?

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Please provide a statement of your personal and professional development during level 3. This should outline what you feel was your main learning, firstly on a personal level and secondly on a professional level. Both sections should explain why this will be relevant to your development as a counsellor. E.g. why this learning is important to you, and your potential clients? (If you studied Level 3 with Coleshill Counselling you may use a significant part of your final assignment for this and add the parts about why it is important etc.) Also include tutor response to this on assignment feedback sheets.

Your statement should also include why you wish to train in the Person-Centred model compared to other models of training.

All candidates may wish to include any written feedback about their development offered by peers or tutors at Level 3.

Finally, please describe a key part of your personal process (or way of being) which could impact on the counsellor/client relationship using insight about yourself, your history, your patterns of relating – explaining how this may impact upon your work as a trainee counsellor. (this does not need to be a long response – between 250 - 500 words)

References (pro formas will be provided)

Name and address of 1st Referee: Previous counselling tutor.

Name and address of 2nd referee: for example, placement manager or work manager.

Candidate's signature:

Interview Date:

Place offered: Yes/No

Name of Interviewing Tutor:

Tutor signature: